

Company Name: CITY OF CARMEL  
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**Unlimited Group Fitness Pass Registration Form**  
**Add-on to Corporate Adult, Senior or Youth Passes**  
(Automatically included with Corporate Household Passes)

\_\_\_\_\_  
EMPLOYEE FIRST NAME / LAST NAME

\_\_\_\_\_  
HOME ADDRESS / CITY / STATE / ZIP CODE

\_\_\_\_ Special Accommodations (check if needed). See "Statement of Accessibility" on reverse side of this form.

I have read and fully understand the policies and the Carmel Clay Parks & Recreation Waiver and Release on the reverse side of this form. I understand my signature, or my primary guardian's signature if I am under 18, is required to use the Carmel Clay Parks & Recreation facility.

\_\_\_\_\_  
PASS SIGNATURE / DATE

***PLEASE ADD the Corporate Unlimited Group Fitness Pass to the Corporate Passholders listed below. I understand that I will be charged an additional \$20/month for each pass added, payable by the method authorized below.***

*(Include first month payment of \$20 for each pass with this form.)*

PASSHOLDER (FIRST & LAST NAMES)	BIRTHDATE	GENDER

**PAYMENT**

♦ **First month payment must be included with this registration form.**

First month payment made today by: ☐ Check ☐ VISA/MasterCard ☐ American Express \$ \_\_\_\_\_

♦ **Automatic monthly payment required for future payments.**

Payment amount authorized for processing on the 15<sup>th</sup> of each month: \$ \_\_\_\_\_

☐ VISA/MasterCard ☐ American Express ☐ Check/Savings debit (Must attached voided check)

**Credit Card Information** ♦ Card may be requested for verification.

\_\_\_\_\_  
ACCOUNT NUMBER / EXP. DATE (mm/yy) / BILLING ZIPCODE

\_\_\_\_\_  
CARDHOLDER NAME (Please Print) / AUTHORIZED SIGNATURE

**Checking/Savings Debit Information** ♦ Voided check or account verification from financial institution must be attached.

\_\_\_\_\_  
FINANCIAL INSTITUTION / ROUTING NUMBER / ACCOUNT NUMBER

\_\_\_\_\_  
NAME ON ACCOUNT (Please Print) / AUTHORIZED SIGNATURE

\_\_\_\_\_  
SIGNATURE OF COMPANY AGENT / DATE

#### **Carmel Clay Parks & Recreation Waiver and Release**

On my behalf and on behalf of my heirs and assigns, I HEREBY RELEASE, WAIVE, DISCHARGE, COVENANT NOT TO SUE AND AGREE TO HOLD HARMLESS THE CARMEL/CLAY BOARD OF PARKS AND RECREATION, THE CARMEL/CLAY PARKS AND RECREATION DEPARTMENT, CITY OF CARMEL, CLAY TOWNSHIP, ITS AND THEIR OFFICIALS, OFFICERS, PASSHOLDERS, INDEPENDENT CONTRACTORS, EMPLOYEES AND VOLUNTEERS (the "Releasees"), from any and all claims or liability for personal injury or property damage my child and/or I may cause or suffer directly or indirectly arising out of or relating in any respect to participation in a program, event, service or facility provided by or made available through the Carmel/Clay Parks and Recreation Department. This waiver and release of all claims, demands, actions, and liability shall include, without limitations, any injury, damage or loss to person or property which may be (a) caused by any act, or failure to act, by Releasees even if said injury, damage or loss results from the negligence of any or all of the above-identified Releasees or (b) sustained by me during and/or at the Carmel/Clay Parks and Recreation program, event, service or facility in which I and/or my child participate(s).

#### **Photo & Video Policy**

Photos and video are periodically taken of participants in a class, during a special event or at Carmel/Clay parks and facilities. Please be aware that these photos and video footage are for the Carmel/Clay Parks and Recreation Department's use only and may be used in the Department's publications and website. All photos are the property of the Carmel/Clay Board of Parks and Recreation. For more information, please contact the Marketing Manager at 317.573.4020 or [llabas@carmelclayparks.com](mailto:llabas@carmelclayparks.com).

#### **Statement of Accessibility**

The Carmel/Clay Parks and Recreation Department encourages participation by everyone! If you or a family member have special needs and would like to participate in a program or use a facility, we will happy to make reasonable accommodations to meet your needs. Please indicate on the registration form if any accommodations are needed for successful inclusion into a program or service in accordance with the American with Disabilities Act.

#### **Code of Conduct**

All users of facilities are expected to exhibit appropriate behavior at all times will participating, spectating or attending any program, event, service and/or facility provided by the Carmel/Clay Parks and Recreation Department. This includes in programs, events, services or facilities that may or may not require an admission fee, spectating at athletic events, concerts or attending special events. The following guidelines are designed to provide safe and enjoyable facilities for all users. Users shall:

- Show respect to all users and facility staff/supervisors.
- Take direction from facility staff/supervisors.
- Refrain from using abusive or foul language.
- Refrain from causing bodily harm to self, other users or facility staff/supervisors.
- Refrain from damaging equipment, supplies and facilities.

A written or verbal warning shall be given to users/spectators if the Code of Conduct rules have been violated. If there is a second occurrence, users/spectators shall be withdrawn from the facility without a refund.

#### **Age Definition and Fitness Center Requirements**

A Youth is defined as an individual, ages 3-15 years. Youth must be at least 11 years to use the fitness center. Youth ages 11-15 must complete orientation before using the fitness center. Youth ages 11-13 must be accompanied and directly supervised by an adult passholder while using the fitness center. An Adult is defined as an individual, 16 to 64-years-old. A Senior is defined as an individual, 65-years-old and older.

#### **Corporate Unlimited Group Fitness Pass**

Includes unlimited participation in group fitness programs (excluding select programs). Included with Household Corporate Pass. Adult, Senior and Youth corporate passholders may purchase Corporate Unlimited Group Fitness Pass at a reduced rate.

#### **Denied Credit Card, Bank Account Debit or Check Payments**

Pass privileges shall be suspended until all delinquent fees are paid in full.

#### **Refund Policy**

The Carmel/Clay Parks and Recreation Department offers a satisfaction guarantee. If you are not satisfied with your Pass to The Monon Center, please contact your company's Agent to request a refund. The issuance of refund checks is subject to the Indiana State Board of Account's claim procedures and may take 4-6 weeks to process.

#### **Pass Cancellation Policy**

Passes set up on automatic monthly payments shall remain in full effect until cancelled by the account holder or by Carmel Clay Parks & Recreation. Monthly passes in effect less than two months shall be subject to a cancellation fee equivalent to one month's payment at the time of cancellation. Cancellation requests must be received in writing at least seven (7) business days before the next automatic payment date to stop the payment from being processed. All associated passes shall be canceled effective the date the written cancellation notice is received by Carmel Clay Parks & Recreation. Prorated refunds shall not be issued for monthly passes. The Monon Center requests all associated pass cards be returned upon cancellation.

**CORPORATE PASS PROGRAM COORDINATOR**  
[corppass@carmelclayparks.com](mailto:corppass@carmelclayparks.com)